



**Department of Labor and Industry**

**Agency Information Technology Performance Report  
2017 Biennial Report**

**Please complete this report by close of business October 25, 2016.**  
**Please upload your final Performance Report and all applicable spreadsheets to your individual Agency folder in the Biennial Reporting SharePoint Site found at:**  
[https://ent-sp1.mt.gov/sites/bienrpt/\\_layouts/15/start.aspx#/Agency%20Information/Forms/AllItems.aspx](https://ent-sp1.mt.gov/sites/bienrpt/_layouts/15/start.aspx#/Agency%20Information/Forms/AllItems.aspx).

MCA [2-17-521\(4\)](#) requires the Department of Administration to prepare a biennial report on Information Technology (IT) based on the Agency IT Plans and Performance Reports required under MCA [2-17-524](#).

This performance report evaluates progress made towards the objectives articulated in your 2014 Agency IT Plan, which can be found at:  
[https://ent-sp1.mt.gov/sites/bienrpt/\\_layouts/15/start.aspx#/Agency%20Information/Forms/AllItems.aspx](https://ent-sp1.mt.gov/sites/bienrpt/_layouts/15/start.aspx#/Agency%20Information/Forms/AllItems.aspx).

Please answer each section below based on your 2014 Agency IT Plan (*add lines to the tables as needed*).

**Section 1:** An evaluation of the Agency's performance relating to IT (MCA [2-17-524\(3\)\(a\)](#)).

- Referencing the goals and objectives noted in Section 10 of your 2014 Agency IT plan, please fill in the table below with the information for each goal and objective.
  - 2014 Agency IT plans can be found in your Agency folder located at [https://ent-sp1.mt.gov/sites/bienrpt/\\_layouts/15/start.aspx#/Agency%20Information/Forms/AllItems.aspx](https://ent-sp1.mt.gov/sites/bienrpt/_layouts/15/start.aspx#/Agency%20Information/Forms/AllItems.aspx).
- Please provide an update on the efforts to implement your Agency 2014 IT goals and objectives. Your update may include how a goal/objective has advanced the Agency mission.

GOAL	OBJECTIVES	UPDATE
Standardize or integrate IT applications and resources across the Department	Reduce duplication, create better integration and streamline applications and software.	In the process of implementing Workforce Connect portal. This portal will integrate Job Services and Unemployment Insurance information by providing a one stop, seamless experience for the job seeker.
Develop and train IT staff within a unified organizational structure	Allow for mentoring, collaboration and cross-pollination.	Enterprise Content Management teams work together to share knowledge on new solutions; are Agile project management is being utilized across the division.
Provide IT focused career pathways within the Department	Enhance professional development and mentoring of IT staff.	Implemented the first IT apprenticeship in state government.

**Section 2:** An assessment of progress made toward implementing the Agency IT Plan (MCA [2-17-524\(3\)\(b\)](#)).

- Please detail progress made toward completing IT projects identified under section 11 of your 2014 Agency IT Plan.
  - Your Agency plan can be found in your Agency folder located at [https://ent-sp1.mt.gov/sites/bienrpt/\\_layouts/15/start.aspx#/Agency%20Information/Forms/AllItems.aspx](https://ent-sp1.mt.gov/sites/bienrpt/_layouts/15/start.aspx#/Agency%20Information/Forms/AllItems.aspx).
- Please include project cost, schedule and completion information.

ITEM	DESCRIPTION	ACTUAL AS OF JUNE 30, 2016
Project Name	WCAN (Worker's Compensation Administration Network)	
Agency / Division	DLI/ERD	
Project / Program purpose and objectives	The Workers' Compensation Administration Project (WCAP) system is currently used to collect and compile information from insurers, employers, medical providers, claimants, adjusters, rehabilitation providers, and the legal profession. This information is used to provide	

	management information to the legislative and executive branches of the Montana State government, for the purpose of making policy and management decisions. The current WCAP system is an outdated legacy PowerBuilder application which is experiencing instability and has reached the point where it needs to be replaced. The WCAN project will replace WCAP with a 3-Tier Java application to handle the departments EDI, Claims and Mediation units.	
Estimated start date		
Estimated cost	\$2,155,000	
Funding source – 1	State Special Funding	
Funding source – 2		
Funding source – 3		
Annual costs upon completion		
Status of the project as of June 30, 2016. Indicate % completed and status of funds expended.	100% complete. Implemented September 2014. Post implementation tasks completed March 2015. Appropriated budget was \$3,000,000 and total project development was \$3,172,365.00.	

**Section 3:** An inventory of agency information services, equipment and proprietary software (MCA [2-17-524\(3\)\(c\)](#)).

To collect data on “information services” and “proprietary software”, we are leveraging LDRPS (L10). Our goal is to utilize and maintain LDRPS as the authoritative source for this information.

- Please verify the information in the LDRPS Spreadsheet, making any necessary updates or additions.
- Please email your updated spreadsheet to Dawn Pizzini, subject matter expert, at [dpizzini@mt.gov](mailto:dpizzini@mt.gov).
  - The LDRPS spreadsheet can be found in your Agency folder located at [https://ent-sp1.mt.gov/sites/bienrpt/\\_layouts/15/start.aspx#/Agency%20Information/Forms/AllItems.aspx](https://ent-sp1.mt.gov/sites/bienrpt/_layouts/15/start.aspx#/Agency%20Information/Forms/AllItems.aspx).
  - We will pull a final LDRPS Spreadsheet for submission as part of the Biennial Report based on your Agency’s input.

For “equipment”, we are utilizing the standard Agency Inventory Template Spreadsheet we have used for past biennial reporting and that we are currently using to gather information for the IT Convergence project. The spreadsheet can be found in your Agency folder located at [https://ent-sp1.mt.gov/sites/bienrpt/\\_layouts/15/start.aspx#/Agency%20Information/Forms/AllItems.aspx](https://ent-sp1.mt.gov/sites/bienrpt/_layouts/15/start.aspx#/Agency%20Information/Forms/AllItems.aspx).

- If you **have** already provided your inventory for the IT Convergence project, please fill out the last tab labeled **DEVICES**.
  - Please review the entire workbook for accuracy and make any necessary changes.
- If you **have not** provided this inventory, please fill out the entire workbook.

Questions can be directed to:

Jennifer Schofield  
[jschofield@mt.gov](mailto:jschofield@mt.gov)  
406.444.2926

Amber Conger  
[aconger@mt.gov](mailto:aconger@mt.gov)  
406.444.5764

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